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# Supervisory Leadership Development Program

## Course Schedule

**September - December 2003**

**Course: So You Want to Be a Supervisor! (Blue collar)**

HRMS course code: SYWB

Target Audience: Non-supervisory blue collar employees interested in possibly becoming supervisors

Cost: \$60

Session Info:

| #    | Date   | Time         | Location       |
|------|--------|--------------|----------------|
| 0001 | Oct 21 | 7:30:00-3:30 | KCC, Manono110 |

**Course: So You Want to Be a Supervisor! (White collar)**

HRMS course code: SYWW

Target Audience: Non-supervisory white collar (clerical) employees interested in possibly becoming supervisors

Cost: \$60

Session Info:

| #    | Date   | Time      | Location        |
|------|--------|-----------|-----------------|
| 0001 | Nov 20 | 8:00-4:00 | KCC, Manono 104 |

**Course: So You Want to Be a Supervisor! (Professional)**

HRMS course code: SYWP

Target Audience: Non-supervisory professional employees interested in possibly becoming supervisors

Cost: \$60

Session Info:

| #    | Date  | Time      | Location        |
|------|-------|-----------|-----------------|
| 0001 | Sep 9 | 8:00-4:00 | KCC, Manono 104 |

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**Course: So You Want to Be a Supervisor! (Open to all occupational categories on Maui)**HRMS course code: SYWMTarget Audience: Non-supervisory employees on Maui interested in possibly becoming supervisorsCost: \$70Session Info:

| #    | Date   | Time      | Location                               |
|------|--------|-----------|--|
| 0001 | Sep 11 | 8:00-4:00 | Maui Community College, OCET Classroom |

**Course: Introduction to Supervision**HRMS course code: ISUPTarget Audience: Blue collar working supervisorsCost: \$120Session Info:

| #    | Date       | Time      | Location        |
|------|------------|-----------|-----------------|
| 0002 | Nov 18, 25 | 7:30-3:30 | KCC, Manono 110 |

**Course: Fundamentals of Management (Professional)**HRMS course code: FOMPTarget Audience: Professional first-line supervisorsCost: \$200Session Info (Note: Each session meets five times):

| #    | Date          | Time       | Location                 |
|------|---------------|------------|--------------------------|
| 0001 | Sep 4, 11, 18 | 8:00-4:00  | KCC, Manono 104          |
|      | Sep 25        | 8:00-12:00 | State Office Tower, 1403 |
|      | Oct 2         | 8:00-4:00  | State Office Tower, 1403 |
| 0002 | Dec 2, 5, 9   | 8:00-4:00  | KCC, Manono 104          |
|      | Dec 12        | 8:00-12:00 | State Office Tower, 1403 |
|      | Dec 16        | 8:00-4:00  | State Office Tower, 1403 |

**Course: Fundamentals of Management (White collar)**HRMS course code: FOMW

Target Audience: White collar (clerical) first-line supervisors

Cost: \$200

Session Info (Note: Each session meets five times):

| #    | Date              | Time       | Location                 |
|------|-------------------|------------|--------------------------|
| 0002 | Oct 29, Nov 5, 12 | 8:00-4:00  | KCC, Manono 104          |
|      | Nov 19            | 8:00-12:00 | State Office Tower, 1403 |
|      | Nov 26            | 8:00-4:00  | State Office Tower, 1403 |

**Course: Fundamentals of Management (Blue collar)**

HRMS course code: FOMB

Target Audience: Blue collar foremen

Cost: \$200

Session Info (Note: Each session meets five times):

| #    | Date         | Time       | Location                 |
|------|--------------|------------|--------------------------|
| 0001 | Oct 1, 8, 15 | 8:00-4:00  | KCC, Manono 104          |
|      | Oct 29       | 8:00-4:00  | State Office Tower, 1403 |
|      | Nov 18       | 8:00-12:00 | State Office Tower, 1403 |

**Course: Fundamentals of Management (All occupational categories on Kauai)**

HRMS course code: FOMK

Target Audience: Professional and white collar first-line supervisors and blue collar foremen on Kauai

Cost: \$250

Session Info (Note: Each session meets five times):

| #    | Date              | Time      | Location                                |
|------|-------------------|-----------|---|
| 0001 | Sep 18, 25, Oct 2 | 8:00-4:00 | Kauai Community College, OCET Classroom |
|      | Oct 9             | 9:00-2:30 | Kauai Community College, OCET Classroom |
|      | Oct 16            | 9:30-2:30 | Kauai Community College, OCET Classroom |

**Course: Human Resources Management for Supervisors**

HRMS course code: HRM

Target Audience: Professional and white collar (clerical) first-line supervisors; blue collar supervising foremen (Note: All three occupational categories will attend this course together.)

Cost: \$0

Session Info (Note: Each session meets twice):

| #    | Date   | Time       | Location                 |
|------|--------|------------|--------------------------|
| 0001 | Sep 3  | 8:00-4:00  | State Office Tower, 1403 |
|      | Sep 17 | 8:00-11:00 | State Office Tower, 1403 |
| 0002 | Dec 2  | 8:00-4:00  | State Office Tower, 1403 |
|      | Dec 9  | 8:00-11:00 | State Office Tower, 1403 |

**Course: Leadership for Results (Professional)**

HRMS course code: LRP

Target Audience: Professional first-line supervisors

Cost: \$700

Session Info:

| #    | Date           | Time      | Location                                       |
|------|----------------|-----------|--|
| 0001 | Sep 11, 18, 25 | 8:00-4:00 | Campus Center, room 220, 2465 Campus Rd.,      |
|      | Oct 2, 9, 16   | "         | U.H.-Manoa (parking is \$3 in the U.H. parking |
|      | 23, 30, Nov 6  | "         | structure)                                     |

**Course: Leadership for Results (All occupational categories on the Big Island)**

HRMS course code: LRH

Target Audience: Professional and white collar first-line supervisors, blue collar foremen, and blue collar supervising foremen on the Big Island

Cost: \$860

Session Info:

| #                                    | Date               | Time      | Location   |
|--------------------------------------|--------------------|-----------|--|
| 0001                                 | Oct 10, 17, 24, 31 | 8:00-4:00 | Hawaii County, Dept. of Public Works base yard<br>(Schultz Siding), 630 East Lanikaula St., Hilo |
| Five additional days to be arranged. |                    |           |  |